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## MEETING MINUTES

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### January 25, 2007

A meeting of the Statewide Interoperability Executive Council (SIEC) was held on this date at Gowen Field, Boise, Idaho. Chair Lockwood called the meeting to order. Attendees and guests introduced themselves. There was a full quorum present.

#### Members Present:

- Chair, R. Mark Lockwood, Idaho Chiefs of Police Association
- Vice Chair, Bruce Allcott, Idaho Fire Chiefs Association
- Bill Bishop, Idaho Bureau of Homeland Security
- Michael Candelaria, United States Dept. of Interior
- Shannon Cluney, Idaho Dept. of Corrections
- Dia Gainor, Idaho Dept. of Health & Welfare
- Jerry Goetz, Federal Law Enforcement
- Dean Hagerman for Art Keen, Idaho National Guard
- Mary Halverson, Idaho Military Division
- Jon Heggen, Idaho Dept. of Fish and Game
- Mark Hilton, National Interagency Fire Center
- Steve Jones, Idaho State Police
- Greg Laragan, Idaho Transportation Dept.
- Shawn Larsen, Association of Idaho Cities
- Lorin Nielsen, Idaho Sheriffs Association
- Lex Rutter for Joe Roche, Idaho Dept. of Administration
- Jerry Russell, Idaho State Police
- Joe Young, Idaho Association of Counties

#### Staff:

- Dodie Collier, Project Manager, SIEC
- Sandy Harris, Administrative Assistant, SIEC

#### Others Present:

- Carmen Boeger, Nampa Police
- Bruce Bowler, Madison County Sheriff
- Lorraine Elfering, Canyon County Sheriff
- Michael Fletcher, Gem State Communications
- Eddie Goldsmith, IECC Project Manager
- Bart Hamilton, Ada County Sheriff Office/Reg 12 700 MHz RPC
- Todd Herrera, Canyon County Sheriff Office, IEMA Vice President
- Dan Holden, Alcatel-Lucent
- Matt Howarth, Motorola
- Len Humphries, Madison County
- Brian Jordan, Kootenai County 911

- Mike Key, Idaho State Police
- Craig Kingsbury, Nampa Police
- Scot Maring, Idaho Dept. of Administration
- Roger Muir, Madison County
- Kirby Ortiz, Gem State Communications
- John Parker, Dept. of Administration, Public Safety Communications
- Stan Passey, Idaho State Police
- Jim Price
- Chris Reed, Bonneville County Sheriff Office
- Jerry Russell, Idaho State Police
- Les Shaddock
- Colonel Bill Shawver, Idaho National Guard
- Joe Shelton, White Cloud Communications
- Mark Wendelsdorf, City of Caldwell
- Paul Wilde, Bonneville County Sheriff Office

### **Review & Approve Minutes—Chair Lockwood**

There were no corrections to the November meeting minutes.

**MOTION: Larsen made a motion to approve the minutes of the November 16, 2006, Statewide Interoperability Executive Council meeting as printed, seconded by Hagerman. The motion passed by a unanimous vote.**

Chair Lockwood read a letter to retired Director Charboneau expressing appreciation for his support to the Council while Director of Idaho State Police. The letter will be mailed to his home.

### **SIEC Technical Subcommittee Report—Bruce Allcott, Chair**

Allcott reported that the Technical Subcommittee reviewed and approved SIRCOMM's Interoperable Communications Plan which was scheduled for discussion at the December meeting. The Bannock and Canyon County Plans had also been reviewed and approved. Bonneville and Madison County Plans were submitted and will be reviewed during the next month.

Allcott reported that the Technical Subcommittee met January 11, 2007. It is the recommendation of the Subcommittee that the RFP process be treated as a single project under the Division of Public Works (DPW) with two parts. Part one will be the RFP for the needs analysis which will provide information necessary for designing the system. Part two will be the design build of the system. The needs analysis needs to be completed as soon as possible. The RFP is essentially ready. The SIEC needs to secure funding prior to letting the RFP. DPW will oversee the project once it is funded. An incremental build out of the system will be done per design as funds become available with priority given where the greatest impact will be achieved. The Subcommittee discussed how to capitalize on the Special Olympics communications needs, working with the Idaho Transportation Department on Broadband system optimization, and the federal requirement for a State Communications Plan within the next year.

The Council discussed the RFP process. Funding for the needs analysis was identified through the state portion of grant funds from the Bureau of Homeland Security (BHS). The Technical Subcommittee will coordinate the RFP process with BHS and proceed.

**MOTION: Bishop made a motion that the Technical Subcommittee work with BHS to coordinate the RFP, to put it out, review the responses to the RFP and bring back the recommendation of a vendor to the Council for further discussion, seconded by Hagerman.**

After additional discussion, Nielsen called for the question. Allcott restated the motion. Lockwood requested that the motion be amended to include a briefing by the Governor or his Chief of Staff. Allcott stated that the Governor will be included in the coordination with BHS. **The motion passed.**

### **Idaho National Guard Presentation—Col. Shawver**

Colonel Bill Shawver, Major General Lafrenz' Chief of Staff, gave a PowerPoint presentation on the Idaho National Guard Communications Initiatives. The goal of the Idaho National Guard is to enable immediate interoperable public safety emergency communications among State, local, and Tribal entities capable of leveraging evolving Federal communication technologies. At the conclusion of the presentation Colonel Shawver answered questions.

### **SIEC Funding Subcommittee Report— Chair Lockwood**

Lockwood reported that he was contacted by Governor Otter's office in December and asked what interoperable communications projects the Council would spend money on if one-time funding became available. With the help of key individuals, a list of priorities and associated costs was forwarded to the Governor's office. Consequently \$43M may become available—\$3M was included in the Governor's budget and \$40M in surplus funds. Lockwood has not yet met with Governor Otter, but information about the SIEC was forwarded to his office and a transition package had been sent to his Chief of Staff.

The Funding Subcommittee met in January to determine FY 07/FY 08 funding sources, strategies and amounts. Doug Melvin, will give a full briefing during the February SIEC meeting.

Lockwood informed the Council that governance will not be discussed at the meeting because the draft that was being prepared is now out of date as a result of the changes taking place in the state government structure under the direction of Governor Otter.

### **Other Business**

- Collier discussed the SIEC participating in the Information Technology Resource Management Council (ITRMC) Digital Government Day held in the Capitol Rotunda on February 14, 2007. She requested the participation of Council members for the event.
- Collier requested the assistance of Council members who represent associations in getting on the agenda of their 2007 Association Meetings.
- Collier reported that the revision of SIEC Bylaws is in the process of being reviewed by a Deputy Attorney General. Ad hoc members being assigned to subcommittees are being addressed.
- Collier encouraged the meeting attendees to check the SIEC website for public notices of all SIEC meetings including subcommittee meetings.

### **Open Comment Period**

Brian Jordan reported that Kootenai County tested a 700 MHz radio system from Sandpoint to Post Falls using handheld radios and that they could talk clearly. The Kootenai County 911 Advisory Board advised them to move forward with 700 MHz.

### **Planning for the next meeting—Chair Lockwood**

The next SIEC meeting will be held on Thursday, February 22, 2007. Both Chair Lockwood and Project Manager Collier will be absent from the meeting.

### **Adjournment—Chair Lockwood**

**MOTION: Nielsen made a motion to adjourn, seconded by Jones. The motion passed by a unanimous vote.**